



Executive Headteacher: Mrs L. A. Gwinnett

Ref: 3234 LOL

03 February 2022

Dear Parents,

## Review Day – Monday 21 February 2022

We are writing to inform you of the arrangements for our Review Day on Monday 21 February 2022 which is noted on the calendar on the website. The Review Day process allows Personal Tutors or Academic Mentor to have individual time with their tutees to discuss their progress, reflect and review their targets that were set in September 2021, at the start of the academic year.

The expectations and arrangements:

- Students are not required to wear their school uniform
- Students, if consenting, need to have completed and recorded their LFD test. Follow these links:
- NHS here <https://www.gov.uk/report-covid19-result> and here [Student Result Reporting Form - BPA](#) for school.
- Students are encouraged to wear a face mask as a part of the mitigations to minimise transmission of Covid-19
- The whole process will take approximately 20-30 minutes and students need to enter school via the front entrance and sign in with a member of staff. They will be directed to the correct location and member of staff. After their appointment's students are asked when leaving the building to sign out at reception.
- Failure to attend the appointment will result in an unauthorised absence being issued

It is crucial that students are on time for their appointment and we would suggest that they come to site five minutes before their appointment time. If you would prefer siblings to attend together, please email [enquiries@burscoughprioryacademy.org](mailto:enquiries@burscoughprioryacademy.org) by **Friday 4 February at 2.00pm**.

On Review Day, students in Year 10 who have not secured a work experience placement will be supported by our staff to research and identify potential placements. This means that they will be in school for their appointment and additional time to complete this.

Next week, following receipt of this information, you will be sent a letter that is personal to your child. This will state the time that they need to arrive at school. Students will be expected to work from home aside from travelling and attending their appointment. Work will be available on ClassCharts.





# BURSCOUGH PRIORY ACADEMY

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Students will only need to be in school for the duration of their appointment. If this causes a problem for your family, please contact school, again by **Friday 4 February at 2.00pm** and arrangements will be made for your child to work in school for the whole day. Please note that there will be no provision to supervise students for a part of the school day, students must either attend school for their review appointment or will attend school for the whole day.

The full timetable will commence for all students on Tuesday 22 February at 8.45am.

We would like to take this opportunity to thank you and your child for all your hard work and support.

Yours faithfully,

*L. Oliver*

Mrs Oliver  
**Assistant Headteacher**



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